

OFFICIAL IBSD MINUTES

DECEMBER 14, 2016 IONA-BONNEVILLE SEWER DISTRICT (IBSD) MONTHLY BOARD MEETING

Meeting called to order by Chairman Jason Blundell at: 7:05 p.m.

Board Members Present: Jason Blundell (Chairman, absent); Robert Esplin; Matt Porter (Acting Chairman); Stephanie Bird; Brady Belliston

IBSD Staff: Cindy Wellman, Manager; Donna Bridges, Field Coordinator

Attorney: Tony Sasser, Sasser Law Office

Public: Jeff Freiberg, Jeff Freiberg Engineering; John & Judy Blumhorst, patrons; Kevin Hicken, patron; Kevin Murray, Keller Williams Realty

Agenda Items:

1. School District #93 High School, update
2. Request for Annexation: Wheat Boys
3. Panorama Hills – Vacant Lot
4. IBSD website quotes
5. Scheduling of 2017 Board meeting dates
6. IBSD Holiday
7. Approval of minutes: 10/26/2016, 11/16/2016
8. Payment of bills

Meeting minutes: For additional information, please reference the meeting recording.

00:00:00 SCHOOL DISTRICT #93 HIGH SCHOOL, UPDATE

Mr. Jeff Freiberg stated that he just stopped by to update the Board on the construction of the school. He requested the lift station information from Forsgren Engineering. He stated that the construction has started with a lot of grading work and dirt operations. There are a number of bids out for the various parts of the project. They are going to work as much as possible during the winter.

Mr. Esplin asked if there were updates regarding the access to the lift station. Ms. Wellman stated she is going to schedule a meeting with Bonneville County after the holidays.

00:03:40

00:03:40 REQUEST FOR ANNEXATION: WHEAT BOYS

Ms. Bridges stated that Kevin Murray, the Realtor for the Wheat Boys, has requested an annexation on behalf of his client. The area is approximately a half mile north of Beaches Corner. The area would not be contiguous with existing IBSD areas.

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Mr. Kevin Murray provided a map of the requested area that shows zoning. He reported that Bonneville County has approved the plat and rezoning. He believes it would be a benefit to include this area since he foresees that the City of Ucon potentially wanting to connect at Beaches Corner since their force main has a limited life span. He also does not believe this is an area that the City of Idaho Falls would want to expand into.

There is not a specific plan for the property but they do anticipate it being a mix of commercial and residential. The depth of the sewer line would allow gravity flow. Right now the proposed use is a guess since the plan is to sell the property to a developer so it would be difficult to estimate proposed flow.

The City of Idaho Falls is not allowing annexations of areas outside the approved service area. It was suggested that existing approved service area, that is not annexed, could be exchanged. There is a large area of land that may be public land south of the Panorama Hills area that may be a candidate for this. Mr. Esplin suggested the option of sending a portion of IBSD flow to the Regional Authority.

The Board agreed that it might be beneficial to exchange existing service areas. They requested that the staff look into this and see if there are areas that make sense to exchange.

00:47:20

00:47:20 **PANORAMA HILLS – VACANT LOT**

Ms. Bridges stated that a Realtor who is listing a lot for sale in Panorama Hills has contacted the office regarding sewer service. Currently there is a line in the vicinity of the lot but it is not completed or accepted for service. There is another property in the area that is under construction. The contractor for this home is installing a septic system with a dry line so that they can connect when sewer service is available.

John and Judy Blumhorst are considering purchasing the lot in question in Panorama Hills. He would like the line to be finished and inspected so he could possibly connect. He does not like the idea of having to install both a septic and a dry line. Mr. Belliston started the subdivision project years ago but has not been able to complete the project. He is hoping that he will be able to complete his project within the next year. The sewer system was installed originally per instruction from Bonneville County.

Mr. Sasser stated that when a development is proposed IBSD enters into an agreement with the Developer. Since this subdivision dates back to the 1970's there is not development agreement in place.

There was discussion on how patrons who would like to build can prior to the system being completed and accepted. Mr. Blumhorst questioned if it was a conflict of interest to have Brady Belliston on the Board since he owns a development in the Panorama Hills subdivision. Mr. Sasser stated there is no conflict since Mr. Belliston will not participate in votes involving this development and in fact, Mr. Belliston has provided useful information on the status of the development.

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Ms. Blumhorst commented on some of the issues residents have experienced with getting water system improvements. Residents that have lived in the area for a long time are often resistant to wanting to pay for improvements.

01:24:00

The Board discussed the possibility of funding the improvements to get the sewer system completed. The cost of the improvement could be added to the permit price for this area.

MOTION: Mr. Esplin made a motion to task Forsgren & Associates with preparing a cost estimate for completing the sewer system and acceptance ready in Panorama Hills. **MOTION SECONDED:** Ms. Bird seconded. **MOTION PASSED:** 3-0 (Yay: Mr. Esplin, Mr. Porter and Ms. Bird; Abstain: Mr. Belliston)

01:36:00

01:36:00 IBSD WEBSITE QUOTES

Ms. Wellman stated that the current website has been part of a former Board Member's account. She would like to separate from that account and obtain IBSD's own account. She has obtained a quote from Go Daddy. We are currently paying the hosting cost and the current site can be migrated to the new account.

Mr. Esplin stated that he has concerns about the security of Go Daddy's website service.

MOTION: Ms. Bird made a motion to hire Go Daddy for the new website design and hosting. **MOTION SECONDED:** Mr. Belliston seconded. **MOTION PASSED:** 3-0 (Yay: Mr. Porter, Ms. Bird and Mr. Belliston; Abstain: Mr. Esplin)

01:41:00

01:41:00 SCHEDULING OF 2017 BOARD MEETING DATES

The Board discussed meeting dates for the coming year. The monthly meetings will continue to be the fourth Wednesday of the month with the exception of November and December.

MOTION: Mr. Esplin made a motion to continue monthly IBSD meetings on the fourth Wednesday of the month with the exception of November which will be the third Wednesday and December which will be the second Wednesday. The meeting time will remain at 7:00 p.m.

MOTION SECONDED: Ms. Bird seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

01:44:45

Ms. Wellman will post the meeting times two times in the Post Register as required. The meeting agenda will be posted as least two days prior to the meeting.

01:45:10

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01:45:10 **IBSD HOLIDAY**

Ms. Wellman asked if she had permission to give employees a bonus. She also inquired as to the office schedule since in previous years the office was closed a half day on Christmas Eve and New Years Eve. The board discussed office hours and decided to just close for the day.

MOTION: Mr. Belliston made a motion to close the office for the holidays for a full day on December 23rd and December 30th. **MOTION SECONDED:** Ms. Bird seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

01:46:55

The Board discussed the current schedule and days off for staff. It was requested that this be put on the agenda for the next meeting.

MOTION: Ms. Bird made a motion to give the staff a \$100.00 bonus. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 3-0 (Yay: Mr. Esplin, Ms. Bird and Mr. Belliston; Abstain: Mr. Porter)

01:52:10

01:52:10 **APPROVAL OF MINUTES: 10/26/2016, 11/16/2016**

Mr. Esplin inquired if corrections to the minutes had been made. Only two Board Members who were in attendance at the meeting are here so it was decided to table the approval until January.

MOTION: Mr. Belliston made a motion to accept the minutes for November 16, 2016 as corrected. **MOTION SECONDED:** Mr. Esplin seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

01:55:30

01:55:30 **PAYMENT OF BILLS**

Ms. Wellman stated she is in the process of having the heating system look at due to uneven temperatures in the office. There are also charges for electrical work for various building maintenance items.

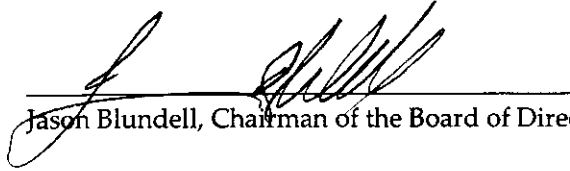
MOTION: Mr. Bird made a motion to approve payment of the bills. **MOTION SECONDED:** Mr. Belliston seconded. **MOTION PASSED:** 4-0 (Yay: Mr. Esplin, Mr. Porter, Ms. Bird and Mr. Belliston)

01:59:15

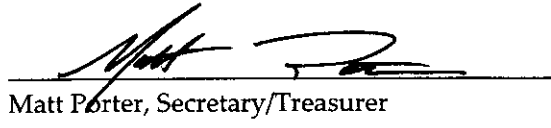
01:59:15 **ADJOURNMENT**

The meeting adjourned at 9:04 p.m.

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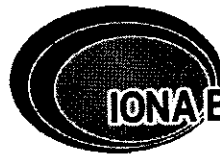

Jason Blundell, Chairman of the Board of Directors

01/25/17
Date


Matt Porter, Secretary/Treasurer

1/25/17
Date

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IONA BONNEVILLE SEWER DISTRICT

Monthly Expenses - December 14, 2016

Advantage Emp. Solutions	Payroll, Employee, Board	\$	10,193.76
AFLAC	Insurance	\$	116.35
Bank of Commerce	Replenish Office Account	\$	741.10
BK Professional Services	Lawn Maintenance	\$	45.00
Blue Skies	Office Water	\$	15.00
Bonneville County	Taxes	\$	2,130.62
Buff N Shine Building Maint.	Office Cleaning	\$	245.00
Business Phone Specialists	Phone Repair	\$	60.00
Cable One	Internet/Phone	\$	350.45
Caselle	Software Support	\$	598.67
Charles Bingham	Electrical Repair Work - Office	\$	616.00
Chase Paymentech	Merchant Processing Fees	\$	840.46
City of Ammon	Sewer Treatment	\$	3,744.00
City of Idaho Falls	Sewer Treatment	\$	65,292.24
Falls Water	Office Water	\$	17.75
HealthSmart Benefit Solution	Insurance	\$	32.00
Intermountain Gas	Office Utility - Gas	\$	26.45
Iona Bonneville Sewer	Petty Cash	\$	204.00
PC Plus	Computer support and Repairs	\$	318.75
Public Retirement System	PERSI	\$	2,065.05
Sasser Law Office	Legal	\$	730.50
United Mailing Direct	Monthly Statements	\$	2,445.08
USPS.com	Stamps	\$	227.35
Utility Billing - Refunds	Refunds to patrons	\$	392.00
Xpress Bill Pay	Online payments	\$	1,282.18
	Total	\$	92,729.76